



COMMUNITY DEVELOPMENT DIVISION
FREDERICK COUNTY, MARYLAND
DEPARTMENT OF PERMITS AND INSPECTIONS

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**PERMIT APPLICATION SUBMITTAL CHECKLIST FOR:
SOLAR PANEL INSTALLATION**

This list is being provided as a guideline to help assist in the Plan Review process. In some cases further information may be required to complete the review of your plans.

Please note that brochures or photos from manufacturers alone are not adequate for plan review.

Provide 2 Sets Plans for Residential and 3 Sets for Non-Residential that indicates:

- ☐ 1.) Site plan showing the arrangement of panels on the roof or ground, north arrow, the distance from property lines to ground arrays and adjacent buildings/structures (existing and proposed).
- ☐ 2.) Scaled drawing(s) of the proposed installation showing the structural elements of the supporting structure and methods of attachment. This must include information on the roof truss or rafter sizing (if roof mounted), weight of the equipment being installed, type of roof covering and engineering details of the installation.
- ☐ 3) Certification from a Professional Engineer is required if **total panel weight** (including frame) is greater than 5 lbs. per square foot, maximum concentrated load at each point of support exceeds 40 lbs. or maximum height above roof surface exceeds 18 inches
- ☐ 4.) Copy of product manufacturer's design and installation specifications. All of the proposed equipment shall be listed in accordance with UL 1703 (PV) or certified with an OG-100 (RSHW) rating from the Solar Rating and Certification Corporation.
- ☐ 5.) One-Line Electrical diagrams of the proposed installation showing field installed electrical components, number of PV panels, the voltage and kilowatt output rating of each panel, wire identification, sizing and grounding. Please note that installations with 40 or more PV panels cannot be done as a walk through.

A separate Electric Permit is required for the installation of solar panels.

A separate Plumbing Permit is required for the installation of solar hot water systems.

Installation of roof mounted photovoltaic or solar support systems typically require roof system penetrations to allow attachment to the structure which create additional long term roof system maintenance requirements and/or jeopardize roof system manufacture's warranties. Roof mounted solar systems generally require removal and reinstallation of solar panels/arrays in order to perform routine roof system maintenance, repair or replacement.